

# **CITY OF REDMOND ARTS COMMISSION**

## **MINUTES**

**July 11, 2002**

**Old Redmond Schoolhouse Community Center**

**COMMISSIONERS PRESENT:** Vice Chair Una McAlinden, Regina Riley, Rebecca LaBrunerie, Heidi Houghton, Joe Adams, Kay Tarapolsi, Cara Byrne (arrived at 7:10 p.m.); Youth Advocate Jamie Bakun

**ABSENT AND EXCUSED:** Chairperson Jill Schmidt; Youth Advocates Jane Butterfield, David Backes

**STAFF PRESENT:** Melna Skillingstead, Arts Administrator; Sandra Bettencourt, Recreation Program Manager; Larry Andrew, Water Department

**OTHERS PRESENT:** None

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## **AGENDA**

### **I. CALL TO ORDER**

Vice Chair Una McAlinden called to order the regular meeting of the Redmond Arts Commission at 7:00 p.m. at the Old Redmond Schoolhouse Community Center.

### **II. APPROVAL OF MINUTES**

The Redmond Arts Commission (RAC) minutes of June 13, 2002 were approved with the following amendments:

- Page 2, C.1.: Delete "...current projects..." and add "progress"
- Page 2, C.1., third bullet: Add fourth chevron to say:
  - Maintenance of City's art collection and drain of acquisition funds
- Page 3, D, paragraph 1, line 3: Change "...1% for art..." to "...40% allocation of the \$1.25 per capita..."
- Page 4, IV., paragraph 2: Change "...provide the funding..." to "...provide the maintenance funding..."

**Motion for approval of June 13, 2002 RAC minutes as amended by:** Commissioner Houghton

**Second by:** Commissioner Tarapolsi

**Motion carried:** 7-0 unanimous

### **III. ADDITIONS TO AGENDA**

Discussion Items:

- Arts Awards at ORSCC

### **IV. ITEMS FROM THE AUDIENCE**

None

### **V. ACTION ITEMS**

#### **A. RAC Calendar of Events**

McAlinden conveyed Chair Schmidt's proposal to add a calendar of meetings and events to the end of the RAC agenda each month. The purpose would be to help identify those meetings Commissioners may elect to attend, as well as point out conflicting dates.

Skillingstead asked Commissioners to identify their committee meeting dates and ascertain if there would be any conflicts. If after listing the standing dates, there may be dates that need to be moved or added. She asked them to set their calendars for the balance of the year, and then six months ahead should they choose. Tarapolsi suggested adding events they may wish to sponsor, fund, and/or attend, e.g., *Write Out Loud!*, City Council meetings, Park Board, etc.

There was a consensus to add the calendar to the RAC agenda. Skillingstead will assemble the committees' calendars and will distribute them to Commissioners each month. She will e-mail the calendar as an attachment, and it will appear as a separate page after the agenda in hard copy.

#### **B. Approve Funding for *Focus on Redmond***

McAlinden presented the two funding considerations for RAC publication: (1) the current 2-page Art Quest exposure in *Focus on Redmond* magazine, or (2) a RAC quarterly newsletter, administered as in past years by a Commissioner.

Commissioners concurred there is far greater exposure with the *Focus* magazine mailing than with the newsletter mailing list. Also, no Commissioner was available at present to devote the time to a newsletter endeavor.

**Motion for approval to continue support of funding the Art Quest pages in**

***Focus on Redmond* by:** Commissioner LaBrunerie

**Second by:** Commissioner Riley

**Motion carried:** 7-0 unanimous

**C. Approve Outdoor Art Exhibit Artists**

Tarapolsi reported that 120 notices went to individual artists, and 50 to art galleries, inviting application for the Redmond Outdoor Sculpture Garden. From solicitation and follow-up, Tarapolsi secured 14 applicants for consideration for the 12 areas of display (10 in the garden, 2 at the library). The Visual Arts Committee recommended ten artists out of the 14; four remained undecided. Commissioners were asked to vote for two of those four.

Tarapolsi noted the two sculptures recommended for placement in the library's space would be the "Fish Boy" and the "Spindle Whorl." She believed these would go well with the library setting and a permanent salmon piece that would soon be placed there.

Discussion ensued regarding the honorarium amount for the sculptor artists. LaBrunerie suggested possibly choosing fewer artists in order to increase the honorarium. McAlinden advocated keeping the 12, as the artists would place value on the exposure received from being on display in the garden and for sale.

Tarapolsi presented slides and pictures of the artists' work. Commissioners voted on the four artists in question, and selected the "Cow" and "Parental Response" to complete the 12 selections. The "Miracle Grow Series" and "Salmon" artwork would be alternates.

**Motion for approval of the slate of artists as presented by:** Commissioner Houghton

**Second by:** Commissioner Byrne

**Motion carried:** 7-0 unanimous

Bettencourt proposed approaching the Redmond Library for possible stipend support to help with funding more dollars. Should they offer support, a sign could be posted to recognize them, for example, "Funded by Friends of the Redmond Library." Tarapolsi will talk with Miguel Llanos regarding this.

**D. Reservoir Park Art Project**

Larry Andrew, Redmond Water Department, was asked at last month's RAC meeting to secure two artist's proposals to carve a sculpture from a tree stump at Reservoir Park. The proposals and costs were these:

1. Ralph Bennett: a salmon (\$8,000-\$10,000)
2. Ken Chapman of Totem Carving, the artist proposed by the Water Department: eagle and bear (\$850)

Andrew stated that the Water Department supported number 2 above, as they favored the artwork and the cost. The Visual Arts Committee would discuss the proposals at their next meeting, and return to the Commission with a recommendation.

#### **E. Arts Plan Survey Questions Recommendation**

Houghton reported that the Arts Commission would be allowed two questions in the PRO plan survey in 2003. In the meantime, a preliminary survey would be published in the fall *Focus*. She asked Commissioners to consider what they would want to know from the public, and then formulate the survey questions to ascertain those answers. Yes or no questions would limit answers, whereas option choices might provide more direction.

Skillingstead noted that through grant applications, they are hoping to get funding to do a full cultural plan. These questions would just be a small portion of the PRO Plan. Other information gathering would be planned and RAC would be part of the process.

Houghton then suggested a marketing question:

- Do you know what your Arts Commissioner does for you?
- What is the best time for the Arts in the Parks and the Winter Performance series?

Commissioners agreed with giving choices in the questions of what the community wants. Skillingstead also proposed asking a facilities question with choices such as the following:

- Are there other arts related facilities you'd like to see? (e.g., art galleries, museum, etc)
- What arts facilities would you like to see in Redmond? (e.g., a performance center or a space for a stage)

Byrne reminded Commissioners that in their joint meeting with the City Council they were encouraged to ask for what they want; therefore, now is the time to make known their interests and the needs.

Houghton announced that a committee would be formed when the City does a call for architects. She advocated a Commissioner to serve on the committee, and to let the Mayor's office know they would like to do this.

Houghton presented the idea of “a supervised art studio,” e.g., to be set up at the Teen Center, with a kiln, pottery, and visual arts, including an artist on site.

Houghton would work on the two questions—marketing and facilities—and e-mail them to Commissioners for approval in order to meet the end of the month deadline for the fall issue of *Focus*.

Skillingstead clarified that RAC would provide a text for the question, then the PRO Plan consultant would refine it somewhat.

## **VI. DISCUSSION ITEMS**

### **A. 2003-04 Budget Preparation**

Riley reported that Skillingstead’s compensation was re-classified under a new program item. However, all new City-wide programs have been put on hold, due to revenue decline. She added that Parks and Recreation would like to see the re-classification happen, however, it would not happen in this budget cycle.

Riley also noted these points:

- A very important step was made in creating dialogue with City Council, one-on-one and the joint-meeting.
- A challenge exists with obtaining approval for re-classification for Skillingstead as well as additional funding for the RAC budget.
- An opportunity would be available to make a statement at the public hearing following City staff budget presentation to City Council and Mayor.

Riley advocated making a statement to Council, focusing on these three financial issues:

- 1) Art collection maintenance costs
- 2) Outdoor Sculpture Garden costs
- 3) Performing Art Series shortfall

Riley proposed formalizing the above three issues for 2003-04 in a statement before City Council during the public hearings. She volunteered to work on the statement, giving the history and asking for the amount, and she asked other Commissioners to form a delegation to present with her in October/November.

Tarapolsi asked Riley to consider future costs for a possible curator when focusing on the Outdoor Sculpture Garden.

McAlinden requested that Riley move forward on the issues, and report to the Commission with details in the future. Riley conveyed that Chair Schmidt does not

want to change the 40% allocation of the \$1.25 per capita that would be spent for visual art purchases.

Bettencourt reported that staff is looking at a status quo budget, i.e., line items that are the same as the previous budget. McAlinden asked Skillingstead to show a breakdown of percentages for each committee and where they stand. Skillingstead will bring a budget overview with some figures next meeting. Skillingstead stated that the Commission has money allocated to spend within its means; therefore, she cautioned to be careful with what they have, i.e., prioritize their needs and wants within the programs.

Riley encouraged more RAC visibility. She suggested including the Finance Department staff in the visibility sphere, since they also perform recommendations, by sending them RAC minutes or inviting them to events. Riley proposed considering an increase of the \$1.25 per capita amount as they look at the 2005-06 budget cycle.

## **B. Committee Coordination**

Houghton recommended using an online bulletin board to post committee agendas and meeting times. The site would be used by RAC members to read events, committee meetings, etc., and as a tool to help foster understanding and coordination. Adams announced the site has been set up. Commissioners concurred they would like to use the site. McAlinden asked Adams to send via e-mail the instruction points for learning how to use the site. Adams will also present an instructional demo at the August RAC meeting.

Adams reported the site is secure, and permission would be required from the administrator (Adams) to change the data. He will e-mail the site address to all Commissioners so they can access the site to assure compatibility.

Commissioner Byrne proposed that by September, if the online bulletin board were working effectively, perhaps it would not be necessary to take the time every meeting to give oral committee reports. Bettencourt reminded that IS have rules to include necessary information in the minutes for the public record. Skillingstead also stressed the importance of providing minutes for City Council members and others to read in order to inform them of at least the Commission's highlights.

Byrne offered that perhaps only important committees would report/discuss. Houghton suggested that committee minutes or agendas could be submitted; a paragraph written report could also be given to the recording secretary for inclusion in the minutes.

Commissioners will continue discussion on this topic at their August meeting.

### **C. Retreat Time Schedule Revision**

Houghton read Chair Schmidt's goal for the RAC September retreat and summarized it as a visioning exercise to determine a focus and future direction as a Commission. The retreat will be held Monday, September 9, 2002 starting at 5:30 p.m. with a potluck. Three hours of meeting will follow starting at approximately 6:00 p.m. (6:15 p.m. at the latest).

Commissioners discussed the possibility of using a facilitator. Past suggestions included either a facilitator from the Pomegranate Foundation, the Leadership Institute, or Roger Kjos' recommendation. Commissioners agreed it would be helpful to hire a facilitator. Bettencourt noted the fee would come out of the arts program budget. She encouraged investigating the costs of the individuals to warrant the hire. Skillingstead will look into costs and the suggested facilitators.

### **D. E-mailed Agenda and Minutes/Handouts**

Skillingstead asked if Commissioners would prefer to drop the postal mailings of the RAC agenda and minutes. Riley and Bettencourt responded they still would like to have the postal mailings. All else requested e-mail attachments.

### **E. Arts Awards at ORSCC**

Skillingstead conveyed a recommendation made by Danny Hopkins, Parks and Recreation Director, to move the arts awards from the City Hall lobby to the ORSCC, and include pictures of the Boards and Commission members. He believed the ORSCC location would bring more visibility to art-interested people. Skillingstead noted there would be costs involved in moving the awards.

Commissioners discussed a possible location within the building, noting the lighting as not aesthetically advantageous. The second floor's long wall outside Room 201 was suggested. It would provide some natural light, albeit, a more limited public exposure. Bettencourt thought placement toward the entrance would be better.

Commissioners agreed that there would be more visibility with people going through City Hall. Staff also added that it would cost between \$500-\$1,000 to move the awards, and it would not be a simple project; however, the cost would come from the Parks and Recreation Department, not the RAC budget. Riley mentioned that consideration should be given to the possibility of a new City Hall to showcase the artwork.

The Visual Arts Committee will investigate costs, etc., and report back next month.

## **VII. REPORTS**

### **A. Arts Commissioner/Committees**

#### **1. Chair/Vice Chair**

McAlinden relayed Chair Schmidt's thanks to all Commissioners for a fine meeting with City Council members last month. She was very pleased with the attendance and input.

#### **2. Visual Arts**

Tarapolsi reported that the Safeco tour and art dedication on June 27 was very successful. She met the Safeco curator, and also spoke with the curator from Microsoft.

Tarapolsi showed drafts for the City art coloring pages that would be used at the Derby Days booth. Youth advocate Bakun is working on them and will send them to Tarapolsi upon completion.

#### **3. Literary Arts**

LaBrunerie asked Commissioners to e-mail her by Monday those articles and book recommendations for the next publication of *Focus on Redmond*.

#### **4. Arts Education**

Byrne reported the Arts Education Committee met with the curriculum consultants on scheduling for next year. McAlinden showed the consultant's report consisting of the revised lesson and feedback of all the assessments. The report will also be made into a CD, with copies for the school district and the Arts Commission.

#### **5. Grants**

None

#### **6. Performing Arts**

Adams reported that the recent performances were very successful. Village Drum and Masquerade will perform on July 14 at the Municipal Campus; Adams encouraged all to attend.



Adams asked whether or not a sign could be placed at the Municipal Campus performance site. Skillingstead stated that sandwich-board signs would be only allowed in the street. Certain signs, e.g., vinyl hanging signs, could be done, but would be costly. Skillingstead suggested a laminated paper sign would be inexpensive. She will follow up on this.

The Suffering Gaels will perform at Microsoft, July 24; all were invited to attend.

## **7. Arts Funding – NEXUS**

Houghton expressed thanks to Regina Riley and Cara Byrne for being spokespersons at the joint meeting with City Council on RAC's financial needs.

Houghton reported marketing materials would be discussed at the August 21 NEXUS meeting, with recommendations to RAC in September. Normally, NEXUS meetings are held at 5:30 p.m. the Wednesday following RAC meetings. The July NEXUS meeting is yet to be determined; Houghton will e-mail Commissioners with the date.

Target (Dayton Hudson) art-related grants were mentioned as a possible funding source.

## **8. Youth Advocate**

Bakun reported on the Art Department award she received, and the two awards received by Butterfield, upon their graduation from high school.

## **9. Marketing**

LaBrunerie will be checking with Patrick Hirsch regarding scheduling for the video shoot of the art around Redmond.

## **B. Staff Reports**

Skillingstead reported on the following:

### **1. Fantail Bird Relocation**

Per Council's request, Skillingstead has investigated relocating the Fantail Bird artwork at the Senior Center. She is on the July 18 advisory committee agenda at the Senior Center to discuss the relocation. The piece was commissioned for the

Center, and therefore staff would prefer it remain at the Center, possibly moving it to the social hall. Skillingstead will give RAC an update next month.

## **2. Fire Station Art Recommendation to Council – August 6**

Skillingstead reported the bronze sculpture for the Fire Station 11 art project recommendation would be presented to City Council on August 6 for their funding approval. Skillingstead reiterated that any piece over \$5,000 must be authorized by City Council for purchase.

## **3. NEA Grant Application**

The National Endowment Association offers \$5,000 to \$150,000 in grant money available to schools, to do training in the arts. LWSD is interested in applying for the grant. Karen Brandon, City grant writer, is now writing the application for them, which is due August 12; LWSD would administer the grant as the recipient. These funds would provide ongoing training for the K-2 curriculum program and the upcoming three through six grades developed for next year.

## **VII. ADJOURNMENT**

**Motion to adjourn by:** Commissioner LaBrunerie

**Second by:** Commissioner Tarapolsi

**Motion carried:** 7-0 unanimous

The meeting adjourned at 9:00 p.m.

Minutes prepared by Recording Secretary, Pam Maybee

**NEXT REDMOND ARTS COMMISSION MEETING:**

**August 8, 2002**

**Old Redmond School House Community Center**

**7:00 p.m.**

# Redmond Arts Commission

Meeting: July 11, 2002

## Audience Present

*Please note: Information provided at this public meeting becomes part of the City's permanent record.*

NAME	ADDRESS	PHONE
Larry Andrew	Redmond Water Department	425-822-3407